



No. RMS/224/20

Date: 2<sup>nd</sup> April, 2020

## CIRCULAR

**Sub: Notification regarding contribution of one day's salary to the PM CARES Fund**

**Attn.: All Faculty, Officers and Staff members of IEST, Shibpur**

The COVID-19 pandemic marks an unprecedented time in modern history that will require the best of humanity to overcome. The new coronavirus has taken thousands of lives and spread to nearly every country in the world. Already more than 9 lakh people are affected by this virus and 45 thousand people died all over the world. In India, hundreds of people are affected by the deadly coronavirus COVID-19 and number of deaths has already reached 50. To prevent the spread of the COVID-19 govt has declared a nationwide lockdown till 14.04.2020.

Keeping in mind the need for having a dedicated national fund with primary objective of dealing with any kind of emergency or distress situation, like posed by the COVID-19 pandemic and to provide relief to the affected, Government of India has set up a public charitable trust under the name of "Prime Minister's Citizen Assistance and Relief in Emergency Situation Fund" (PM CARES Fund).

MHRD, GoI vide No. A-44011/11/2020-E-IV dated 30.03.2020 has appealed to the employees of its attached offices and autonomous bodies to donate their one-day salary to PM CARES Fund through their organisations/institutions. Our Hon'ble Director has already made an appeal to all concerned to donate one day's salary for this cause.

The collection of one day's salary of all the employees shall be used to prepare a single collective donation for sending to the PM CARES Fund. Those employees who are not willing to contribute may intimate the same to Deputy Registrar (Finance) by email / WhatsApp latest by 12<sup>th</sup> April 2020 at [dr.finance@iiests.ac.in](mailto:dr.finance@iiests.ac.in) /9433153452.

For any query, please contact the Deputy Registrar (Finance) at [dr.finance@iiests.ac.in](mailto:dr.finance@iiests.ac.in)/9433153452.

This is issued with the approval of the competent authority.

Sd/-

(Dr. Biman Bandyopadhyay)  
Registrar

Copy forwarded for information and necessary action to:-

1. PS to the Director
2. All Deans / Head of the Departments, Schools, Centres /All Officers
3. Deputy Registrar (Finance)
4. Institute Website

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02/04/2020  
Registrar